

District Judges

ROBERT A. COONEY
(231) 922-4543

MICHAEL S. STEPKA
(231) 922-4579



STATE OF MICHIGAN
86th Judicial District Court
GRAND TRAVERSE - LEELANAU - ANTRIM COUNTIES

GRAND TRAVERSE COUNTY
280 Washington Street, STE. 121
Traverse City, Michigan 49684
(231) 922-4580
Fax (231) 922-4454
Probation Fax (231) 922-6889

LEELANAU COUNTY
8527 E. Government Center Dr., STE. 201
Suttons Bay, Michigan 49682
(231) 256-8250
Fax (231) 256-8275

ANTRIM COUNTY
P.O. Box 597
Bellaire, Michigan 49615
(231) 533-6441
Fax (231) 533-6322
Probation (231) 533-6822

March 12, 2020

Good afternoon everyone.

In light of the Governor's declaration of a State of Emergency regarding the COVID-19 virus, the Chief Justice has made recommendations for court operations during this time. We will be following the Chief Justice's recommendations as follows until further notice:

- We are adjourning all civil jury trials.
- We are adjourning all criminal trials (unless a defendant is in custody or there have been other long delays, if this is the issue, please get with the Court Administrator).
- As of today, any FTA's will not have bench warrants issued.
 - Civil infractions/traffic tickets FTA's: Adjourn the FTA case for 60 days.
 - Felony case FTA's: Prior to adjourning any FTA felony case, the Judge must give permission. If the Judge approves, adjourn the case for 30 days.
 - Probation violation FTA's: Any case involving a FTA for a PV, should be given to the probation officer to ascertain whether the case can be adjourned or if it should be reviewed by the Judge. The PO will be the gatekeeper on these cases. If you are approved to adjourn these cases, they will be adjourned for 30 days.
- Adjourn any hearings with vulnerable persons (if someone is requesting an adjournment due to virus related issues). Please note: letters are still required for regular adjournments. If someone is claiming they want an adjournment due to the virus or issues related to the virus, go ahead and make a note in the ROA and adjourn for 30 days (any type of case except felonies). If you are dealing with a request on a felony case adjournment, please get permission from the judge to adjourn. Do not adjourn a felony case without permission.
- If someone calls and requests a remote hearing, please get with Sue/Dawn/Carol. They will get with the Judge assigned to determine if this is a possibility (depending upon the type of hearing, the Judge's schedule and the availability of the remote equipment).
- Must see traffic tickets – please advise the person of what the fines/costs are and direct them to mail the payment along with their written response to the violation.
- We will NOT be conducting any weddings.
- Collection show cause hearings scheduled for March 26th will be adjourned.
- Defendants will not be required to appear for pre-trials, pre-trials will be conducted with the prosecuting attorney and the defense attorney.
- If attorneys feel that they need a hearing on something that we've adjourned, the attorney may request the hearing by contacting the court.

PROBATION AND COMMUNITY CORRECTIONS

UNTIL FURTHER NOTICE:

- We are going to suspend **ALL** report in person appointments, including specialty court appointments. It is up to the probation officer to decide if a report by other means is necessary.
- We will do PSI's by phone or if the PO wants, they can do it using some other video conferencing form (Sherise is researching HIPPA compliant methods that we could use)
- Paperwork appointments will be done via phone and email (in order to have the defendant sign the paperwork).
- We've reached out to CHS regarding substance abuse assessments and at this time they are following the CDC/universal precaution recommendations and are going to continue to operate with business as usual. If this changes, that will be communicated to court administration.
- Specialty Court Hearings
 - The Judges only want to see those problem cases or those cases that the specialty court PO wants to have come in.
 - Specialty court team meetings will be held but will only include court and prosecuting attorney personnel.
- Community Service Work will be suspended. If a PO has a probationer who is set to get off probation within the next 60 days and they still need the CSW completed, the PO will be the gatekeeper and will communicate with the Judge regarding the issue in order to decide what to do. The probation clerks will need to make sure that all court dispositions ordering CSW be given to Sherise so that when this is lifted, community corrections can get the CSW set up with those defendants.
- Community Corrections will be making a plan for making contact with those individuals who are in the 3 county jails.
- Contacts with those on house arrest or in the T-House will be done by phone or by some other means (Sherise is researching those that would be HIPPA compliant).
- We will still set up defendants on CAM/SCRAM and GPS devices, but these will be done on a very limited basis.
- If you have a client who falls within the "vulnerable" population category and they are concerned about testing at the testing facility, we can make a plan for those individuals on a case by case basis.

Your health and safety and the health and safety of the citizens that we work with is of utmost importance to use. We will continue to monitor the situation and make necessary changes. We have already ordered gloves, more hand sanitizer and wipes and we encourage you all to use universal precautions. Attached to this email are two documents with good information on COVID-19.

Sincerely,

86th District Court Administration Team

Cc: Grand Traverse/Leelanau/Antrim County Sheriff's Office and Prosecuting Attorney's Office, STT, 13th Circuit Court, 13th Circuit Court – Family Division, Grand Traverse/Antrim/Leelanau Probate Courts, Grand Traverse County Human Resources, Grand Traverse/Antrim/Leelanau County Administration, SCAO Region IV Representative – Jerry Kole, GTLAB Association, MIDC Coordinators - Paul Jarboe, Alan Crocker